



Machine / Equipment Specific Lock Out / Tag Out

Machine: _____

Department: _____

Types and Magnitude of Energy

Electric: _____

Hydraulic: _____

Pneumatic: _____

Water _____

Thermal: _____

Gas: _____

Other: _____

Location of energy and isolation means: _____

Affected Employees: _____

Specific steps for shutting down machine: _____

Types of stored energy and method to dissipate: _____

Lock Out methods to be used: _____

After locking out machine, attempt to start the machine using normal operating controls. Once it has been assured that the machine cannot operate, be sure to return the operating controls to the neutral or off position.

After the work is completed:

- A. Install and adjust point of operation guards and/or other safety devices
- B. Remove all tools, equipment, or other non-essential items
- C. Inform appropriate affected personnel
- D. Remove LOTO devices
- E. Test cycle the machine to ensure it operates as expected
- F. If further work is needed, reinstall LOTO
- G. Remove LOTO devices and notify affected employees that the equipment is ready for use